Statewide Voter Registration System (SVRS) Project
01/22/13 Core Team Status Agenda
1-866-910-4857 360404

A. Ongoing Project Initiatives

#	Project Initiative	Discussion Required?	Status Updates

1	Enhancement Management And SVRS Application Bugs	Yes	• **2012 Post-Election Survey Administration:**
			   ▪ **2012 EAC Survey:**
			      – Timeline:
			         ▪ The Election Administration and Voting Survey is initially due to ICF on February 1, 2013
			            • ICF will then take two weeks to review submitted data for potential errors
			            • After two weeks, ICF will return data to allow for additional revisions
			         ▪ The final deadline to submit and certify survey results is **March 1, 2013**
			            • After March 1, 2013, ICF will no longer accept submissions
			         ▪ Duration: 3 to 4 weeks of effort
			      – Baker Tilly estimates that **30-60 RSE Hours** will need to be approved by the Core Team for Quest's development, execution, and testing of custom queries
			         ▪ As of January 1, 2013, the State has **24.72 RSE Hours** remaining
			      – The creation, Core Team review and approval, and Statewide distribution of surveys will be required to gather all necessary information
			         ▪ After surveys are drafted, Baker Tilly will send to Core Team for final review and approval
			
			   ▪ **2012 FVAP Post-Election Quantitative Survey:**
			      – Timeline:
			         ▪ Duration: 2 to 4 weeks of effort
			      – Baker Tilly estimates that **30-80 RSE Hours** will need to be approved by the Core Team for Quest's development, execution, and testing of custom queries
			         ▪ As of January 1, 2013, the State has **24.72 RSE Hours** remaining
			      – The creation, Core Team review and approval, and Statewide distribution of surveys will be required to gather all necessary information
			         ▪ After surveys are drafted, Baker Tilly will send to Core Team for final review and approval
			
			• **Voter Cancellation Requiring Both Co-Directors in Counties with a Board of Voter Registration:**
			   – This potential enhancement was proposed by La Porte County after incorrectly cancelling over 13,000 voter records before the November 2012 General Election
			   – This enhancement (RSE 775 on the RSE Portal) would require both board of voter registration co-directors to cancel a voter
			   – **Topics for Core Team Discussion**
			      - What happens when Co-Board of Voter Registration members disagree on a voter's status?
			      - What happens when one Co-Board of Voter Registration is unavailable for long periods of

			time?
			- Whether or not final workflow design complies with applicable State statutes?
			- What voter information to include in a proposed "Cancellation Hopper" where a Co-Board of Voter Registration could make an informed decision?
			– County Advisory Team feedback will also be required to determine the following:
			   - How much longer voter cancellations would take in counties with a Board of Voter Registration
			   - Whether or not this would interfere with other Voter Registration/ Election duties in periods of high registration volume
			   - General feedback on any proposed workflows

2	Issue Management	Yes	• **Howard County SVRS User Access Rights:** – Follow-up Core Team discussion on Howard County Voter Registration Board Member SVRS access
3	Data Governance	No	• No Update
4	County Outreach / Reprecincting and Redistricting	No	• No Update

5	Standard Operating Procedures	No	**Current SOP Status:**
			
			Core Team Input Needed: 9
			Updates Required: 31
			No Updates Required: 22
			Total SOP's **62** (*6 of 62 in Proposed stage*)
			
			• **Updated SOP's Currently Under Review:**
			  – VRG 3.1- Processing Deaths in SVRS
			  – VRG 50.1- Processing First Time Voters in SVRS
			  – VRG 53.2- Handling VR Updates from Poll Book Without a VRG 4-12 Form in SVRS

6	Proficiency Management and Training	No	• No Update

7	System Administration Efforts	Yes	• **2013 Special Elections:**
			    • As a reminder, counties holding 2013 Special Elections will have ALL precincts experience standard, SVRS lock-down procedures
			    • Quest would like to know Special Election dates as soon as possible
			    • As a reminder, counties asking Public Questions will not be able to add a question at a precinct split level
			        ○ This topic was discussed in November 2012 and was presented to be considered for selection and implementation in the March 2013 Build
			
			• Terramark has recently reached out to Quest, asking when would be a good time to perform scheduled maintenance on their servers
			    • Quest recommends scheduling the maintenance around 2013 Special Election blackout periods if possible

8	Upcoming Meetings	No	• No Update

9	Collaboration with Direct Impact Agencies (DOH, BMV, DOC)	Yes	• **Duplicate Registrations in BMV Hopper:**
			    – Marion County has recently discovered a number of "duplicate" registrations in their BMV Hopper
			    – The issue is a result of a voided Drivers License transaction, and then either a re-run of the same Drivers License transaction; or, the individual then processes an additional, follow-up Voter Registration transaction
			        ▪ When a Drivers License transaction is voided, the original Voter Registration is not voided
			        ▪ Then, when the BMV runs a second DL transaction or follow-up VR transaction, another Voter Registration is processed (leading to the duplicates in the Hopper)
			        ▪ The BMV states that this has always been the case with the BMV registration process
			    – **Topics for Core Team Discussion:**
			        ▪ How should Marion County process these registrations?
			            • Whether or not Marion County should discard these as duplicate registrations?
			        ▪ Potential BMV workflow changes?
			
			• **BMV Applications Missing Electronic Signature:**
			    – For the past month, several counties have reached out to the State, Quest, and Baker Tilly regarding voter registration applications from the BMV that are hand signed (rather than including an electronic signature)
			    – Counties are wondering if they now need to scan and capture the images from the BMV
			    – Baker Tilly has been working with the BMV to determine whether or not there has been a procedural change in the way the BMV stores signatures for voter registration applications
			    – **Update:** Baker Tilly recently provided the BMV with example individuals to further investigate the potential issue
			        ▪ Baker Tilly will update all parties when we receive further information from the BMV

B. Project Issues & Topics On Hold (Old Business)	
Marion County Concern with Provisional Ballot Information	• VK waiting for Core Team guidance on this issue. • Marion County contacted IED indicating their concern with current SVRS reports, because provisional ballot information is displayed on some existing SVRS reports. Marion County believes the information displayed contradicts previous guidance from the Public Access Counselor. • The following reports contain provisional ballot information: - Indiana ABS Comprehensive Tracking Report (Internal) - ABS Ballot Comprehensive Tracking Extract (Internal) - Data Extract State Forensic Reporting (Internal and State User Only) - Provisional Ballots Processed (Internal) - Vote Input Reconciliation Report (Internal) • Quest reviewed the list of reports and believes there may be additional reports and extracts containing individual provisional ballot information. They have quoted the State a cost of 12-15 hours to research the various extracts and reports that might have provisional information on them and then an additional 2-3 hours per report that requires updating. • Quest believes these changes can be made in a hotfix if the following is true: - There are no report parameter screens that allow a user to select the option of provisional ballot information and - The State/VK will be responsible for testing the updated reports after the updates are made
Indiana Use of SSA HAVV Program	• VK waiting for Core Team guidance on this issue • Status of State's response to SSA re: usage of SSA HAVV interface • VK understands that State has all the information it needs for now
Master Death File from SSA	• In September 2008, the SSA contacted IED with an offer to sell the SSA Master Death File for $1552.50 • Quest went through this exercise with VA and has the following results: – Virginia loaded 10 years worth of data from the master death file when they went live, about 2 years ago. Since then they've updated their death file data monthly. – Of approximately 21,900,000 million records loaded into the master death tables for Virginia, approximately 46,400 records have marked as possible matches to voter records. (<.02%) – Current VA death information requires about 50GB of disk space. If IN would like to use this file, Quest would likely need to purchase additional disk space to accommodate these files, depending on the number of years purchased.

C. System Administration Tracking and Reporting Dashboard

Weekly Reports for November and December, 2012, 1-4-13, 1-11-13 and 1-18-13 were sent.

D. Quest Proficiency Management and Project Support Services Tracking Dashboard

Date:	01/22/13

Reporting Period:	12/31/12- 01/11/13

Period Summary:
During the last period, Quest was on a planned holiday vacation, and responded to various calls and emails from Baker Tilly, the State, and counties.

| Reporting History - Cumulative Hours Reported			
Reporting Period	Hours Reported	Anticipated Hours	Cumulative Hours/Period
12/31/12- 01/04/13	24.00	32.50	24.00
01/07/13- 01/11/13	40.00	32.50	64.00

Action Item ID	Action Item (*and Notes*)	Total Hours This Period	Status (Targeted Completion Date)	Priority	Status	Assessment (R,Y,G)
Activities Completed During Period: 12/31/12- 1/11/13						
Ongoing Status Reporting to the State		**0.50**	Ongoing			
Proficiency Management Services			Ongoing			
?	*Analysis, Enhancements* *- Answered various calls/emails from Baker Tilly, State, and counties*	*63.50*			Ongoing	

E. Standard Operating Procedures (SOPS) – *Not included in this report, SOP's being updated as a result of previous approval*

F. Enhancement Hour Usage/Tracking:				
Total Usage Tracking	**Available**	**Used**	**Remaining**	**Notes**
September 2012	73.47	26.75	46.72	• Miscellaneous: 25.75 • August 2012 Build: 1.00
October 2012	46.72	16.00	30.72	• Miscellaneous: 16.00
November 2012	30.72	1.25	29.47	• Miscellaneous: 1.25
December 2012	29.47	4.75	24.72	• Miscellaneous: 4.75

Total Hours By Project Deliverable Task: 12/01/2012- 12/31/2012	
Miscellaneous:	
• 36142 - Auto-Cancel Business Rules Update	2.00
• 36444 - TL	2.50
• RSE Estimates	0.25
December Total:	**4.75**

G. Monthly Summary Statistics

		Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	12-Oct	12-Nov	12-Dec
Registrations	New	10,703	13,267	25,612	12,144	7,753	19,963	18,954	20,815	30,747	51,116	359	12,100
	Inactive/Cancelled	16,173	19,186	23,300	16,801	7,086	24,291	22,868	28,700	23,586	41,954	5,001	16,642
	Updated	21,008	25,557	45,679	18,776	18,835	45,548	38,808	43,266	59,992	87,446	3,361	46,248
	Auto Precinct Assignment Rate	99%	99%	99%	100%	99	99%	99%	99%	99%	99%	99%	99%
BMV Registrations	Received	28,097	32,027	34,794	28,372	33,063	35,468	28,053	44,300	42,006	36,602	26,745	23,300
	Matches Approved	17,942	22,456	36,268	10,991	13,293	37,056	31,349	33,046	28,125	24,860	276	19,873
OVR Registrations	Received	3,308	3,276	4,778	7,897	3,881	2,023	3,003	8,089	29,714	68,784	11,911	413
	Matches Approved	1,251	1,314	3,253	3,329	1,654	2,854	1,921	4,442	15,841	38,141	155	7,988
DOH Processing	Received	3,527	3,232	3,794	3,214	3,596	3,287	3,285	3,587	3,094	3,477	3,561	3,324
	Matches Approved	5,633	3,479	4,730	3,465	3,591	5,264	3,310	3,778	3,328	3,611	3,519	4,942
DOC Processing	Received	2,639	1,630	1,831	1,375	1,800	1,796	1,367	1,693	1,632	1,798	1,238	1,448
	Matches Approved	1,230	577	662	557	648	1,010	543	636	603	667	439	655
Absentees	Applcations Created	1,152	2,767	9,945	73,461	37,209	939	1,734	10,035	50,679	406,622	130,488	4,175
	Ballots Created	183	1,097	7,202	69,590	36,478	401	810	3,713	42,060	400,446	130,524	4,171
Public Site	Page Hits	73,858	75,655	93,177	203,611	340,353	50,138	65,541	186,945	595,256	1,932,100	1,832,242	15,037
IN SVRS	Page Hits	1,448,765	1,354,091	1,446,625	1,948,356	1,200,794	1,164,898	1,264,025	1,557,699	2,026,526	4,934,113	1,425,087	974,898
	Number of Searches	275,816	294,500	307,782	450,806	290,241	239,167	282,580	350,682	437,460	1,045,939	450,384	194,141
Reports	Reports Generated	57,038	68,561	79,275	167,194	94,358	49,552	43,023	60,748	126,489	800,613	260,038	26,873

IN SVRS Reports Generated
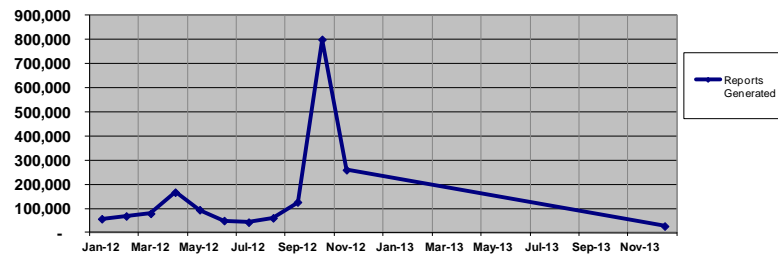
IN SVRS New Registrations
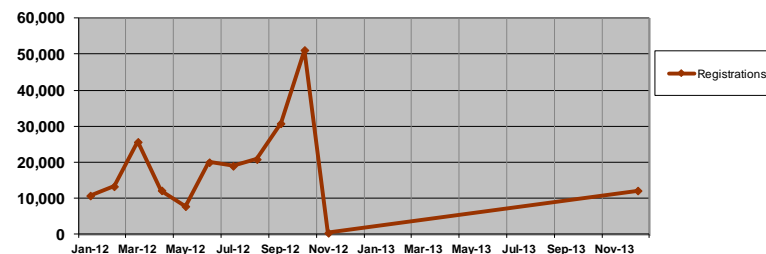
H. BMV Interface Statistics

Date	FIRSTTUESDAY DLN SID Successful Attempts	FIRSTTUESDAY DLN SID Failed Attempts	FIRSTTUESDAY SSN Successful Attempts	FIRSTTUESDAY SSN Failed Attempts	OVR DLN SID Successful Attempts	OVR DLN SID Failed Attempts
7/16/2012- 7/31/2012	35005	19	14357	69	2615	3
8/1/2012- 8/15/2012	32217	20	13118	57	4685	10
8/16/2012- 8/31/2012	38832	42	15200	134	8325	16
9/1/2012- 9/15/2012	38342	5	16825	47	18145	7
9/16/2012- 9/30/2012	54144	16	26383	116	28358	74
10/1/2012- 10/15/2012	117901	152	53809	353	94998	489
10/16/2012- 10/31/2012	20955	15	13691	63	15679	27
11/1/2012- 11/15/2012	3242	2	2067	9	22604	57
11/16/2012- 11/30/2012	6301	7	3606	54	270	1
12/01/2012- 12/15/2012	45142	24	17400	72	273	0
12/16/2012- 12/31/2012	21207	6	8384	14	265	1
01/01/2013- 01/15/2013	44973	43	18994	64	456	0

SVRS DLN/SID Attempts
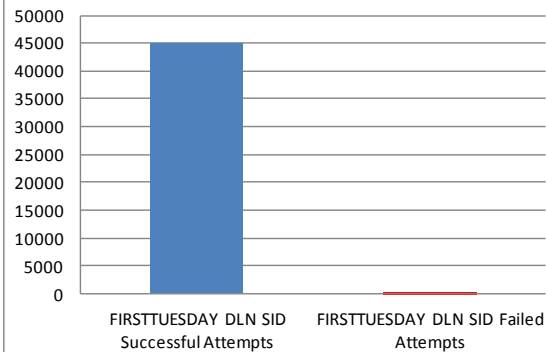
SVRS DLN/SID Attempts
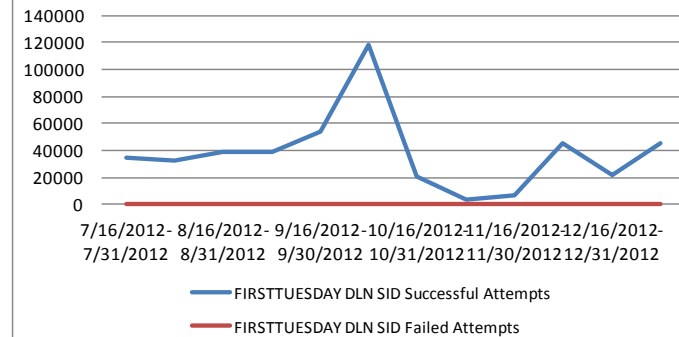
SVRS SSN Attempts

SVRS SSN Attempts

Print Date: 6/2/2014
Print Time: 2:37:58 PM

OVR DLN/SID Attempts

OVR DLN/SID Attempts